

APPROVED BY THE BOARD OF SELECTMEN

**TOWN OF DARIEN
BOARD OF SELECTMEN
REGULAR MEETING
FEBRUARY 7, 2005**

ATTENDANCE: Evonne M. Klein, First Selectwoman; Joseph Miceli;
Linda Santarella; Robert Harrel, Jr.

STAFF: John Crary, Administrative Officer

CALL TO ORDER

The First Selectwoman called the Regular Meeting to order at 5:30 p.m.

FIRST SELECTWOMAN'S REPORT

The First Selectwoman stated that copies were available in her office if anyone would like to review the Rail Station Governance Study Phase II. She emphasized that no one recommendation will be made at this point. She reported that CDOT will be holding meetings along the New Haven Line to hear feedback from the cities and towns concerned and the overall goal of the study was to develop governance and financial policies which will improve the conditions and quality of service for commuters. She pointed out that the study discusses a standards and practices manual, financial accountability, professionalism, and customer service and there were three governance options on the table: Minimal Strategy, Memorandum of Understanding and CDOT Governance. She stated that she did not support the third option. She also thought that the MPO was considering sending a letter to the Commissioner expressing that same sentiment. She stated that she would distribute the short version of the report tonight.

Ms. Klein reported that prior to her taking office, SWRPA had discussions regarding converting SWRPA to a COG. She recently had 2 discussions on this topic at a special meeting and after the MPO meeting last week. She will distribute information to the Board of Selectmen members for them to read tonight. She stated that to convert to a COG it takes a vote of the legislative body of the town and the Board of Selectmen could make a recommendation, but does not make the decision in the end. She stated that she would like to put this on an agenda to discuss and then send it onto the RTM.

Ms. Klein reported that Marc McEwan had scheduled monthly emergency management review sessions and she needed to schedule CERT on a future agenda this month.

Ms. Klein reported that the Board of Selectmen were putting the finishing touches on the answers relating to the Procaccini questions. She expected to contact the Chairman and set a date to meet and discuss. .

The First Selectwoman encouraged all who would like to be heard on items in the budget to speak at the hearing on Thursday at 7:30 p.m. in the auditorium.

ADMINISTRATIVE OFFICER'S REPORT

Mr. Cray reported that he received a notice from CL&P that they are filing for a 1.6% rate increase, for a period of six months, beginning in May.

Mr. Cray reported that he and Wayne Fox are at the end of the process of going through the Town Code Charter booklet and it had been twenty years since it was republished. They are looking for State law changes and making it easier to read by republishing it in a larger font. He added that it should be finished by mid-month and it will then be forwarded to the RTM to adopt.

Ms. Klein read a memorandum in which she approved waiving the requirements of competitive bidding, Section 46 of the Town Charter, to replace a vehicle used by the staff of Planning and Zoning.

NEW BUSINESS

a) Meet with the Tokeneke School Building Committee

The First Selectwoman introduced members of the Tokeneke Building Committee present: Bruce Hill, Chairman; Mark Masselink; Steve Pomponi; Doug VanderHorn; Kim Westcott and Jack Whitehead. Mr. Bruce Hill stated that the Committee was before the Board of Selectmen for approval of a funding request of \$22,884,302 based on the feasibility study for further design and construction of the new school. He reported that tomorrow night the Committee would meet with Planning and Zoning and the Board of Education for approval and he would like the Board of Selectmen to approve the additional funding request by the end of the week. He stated that the preliminary funding request, passed in June, was in the amount of \$284,025 for the schematics, and the total project amount was for \$23,168,327. He noted that with the anticipated reimbursement from the State of \$3,964,985, the projected remaining cost to the Town would be \$18,919,337.

Mr. Ryszard Szczypek of Tai Soo Kim Partners Architects stated that he was very pleased with the design of the new school and then gave a powerpoint presentation of the new facility. He stated that the current facility was built in the 1960's. He stated that it was outdated with deteriorating mechanical systems, it was energy inefficient, poorly insulated and costly to maintain. He added that the infrastructure also needed to be improved. He stated that the existing facility will remain occupied during construction while the new building is being built on the North side of the property along Tokeneke Road. He reported that he would submit the project to the State in June, commence construction in September 2006, finish construction the end of 2007, and have the building occupied by January 2008.

Dr. Miceli asked how many classrooms the new facility service would service and Mr. Hill replied that it was being built for 22 classrooms with three portables. Mr. Harrel asked if there was any chance that construction could begin in the summer rather than September. Mr. Hill replied that he would look into that. Ms. Santarella asked if the 90 parking spaces were sufficient and if that had been worked out with Planning and Zoning. Mr. Hill replied that the thinking was to have the same amount of parking spaces that were there now.

Ms. Klein thanked the Committee and stated the Board of Selectmen would vote on this on Thursday.

b) Discuss and Take Action on Board of Selectmen Priorities for 2005

The First Selectwoman commented that the budget was built on the Board of Selectmen's priorities list for 2005. Discussion followed on the priorities. Dr. Miceli asked that an addition be made under Downtown Business Development to strive to create a business friendly environment.

c) Discuss and Take Action on the Shellfish Survey

Ms. Klein asked if there were any comments to the proposal from the Department of Agriculture to conduct a scientific survey of the shellfish resources in Scotts Cove. There were none.

**** MS. SANTARELLA MOVED TO SUPPORT THE PROPOSAL DATED 1/27/05 TO BUD RALEIGH FROM DAVID CAREY, DIRECTOR, BUREAU OF AGRICULTURE, TO CONDUCT A SURVEY OF THE SHELLFISH RESOURCES IN SCOTTS COVE.**

**** MR. HARREL SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

d) Budget Transfers:

1. Police Department

- (a) Presently the building heating oil account is overdrawn by \$196. Based on last year's usage we can expect to consume an additional 3,000 gallons this fiscal year. 3,000 gallons @ 1.48/gallon = \$4,446.00.**

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

<u>From:</u>			<u>To:</u>		
<u>Acct. No.</u>	<u>Account</u>	<u>Amount</u>	<u>Acct. No.</u>	<u>Account</u>	<u>Amount</u>
	Contingency	\$4,446	10302323 83005	Station Maint. & Heating Fuel	\$4,446
TOTAL		\$4,446	TOTAL		\$4,446

**** MR. HARREL MOVED TO APPROVE THE FOLLOWING TRANSFER OF APPROPRIATIONS FOR REFERRAL TO THE BOARD OF FINANCE: FROM CONTINGENCY IN THE AMOUNT OF \$4,446 TO ACCT. NO. 10302323 83005, STATION MAINT. & HEATING FUEL, IN THE AMOUNT OF \$4,446.**

**** MS. SANTARELLA SECONDED.
** MOTION PASSED UNANIMOUSLY.**

- (b) Renovations to our garage bay have been completed that will allow for garaging the Department's emergency services vehicle (formerly Darien fire truck). While completing anticipated plumbing work, the contractor unexpectedly encountered a failing pipe that needed immediate replacement. In addition, electric conduit concealed in the ceiling and not shown on the building plans required rerouting and the installation of a junction box.**

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

<u>From:</u>			<u>To:</u>		
<u>Acct. No.</u>	<u>Account</u>	<u>Amount</u>	<u>Acct. No.</u>	<u>Account</u>	<u>Amount</u>
	Patrol Salaries	1,700	30332324-904819	Bay Repairs	1,700
TOTAL		\$1,700	TOTAL		\$1,700

**** MR. HARREL MOVED TO APPROVE THE FOLLOWING TRANSFER OF APPROPRIATIONS FOR REFERRAL TO THE BOARD OF FINANCE: FROM PATROL SALARIES IN THE AMOUNT OF \$1,700 TO ACCT. NO. 3032324-904819, BAY REPAIRS, IN THE AMOUNT OF \$1,700.**

**** DR. MICELI SECONDED.
** MOTION PASSED UNANIMOUSLY.**

- (c) The current uninterruptible power system (UPS) is approximately 15 years old and in need of replacement. In the event of a power failure at police headquarters, the UPS not only safeguards sensitive computer and electronic equipment, but also furnishes power to the communications center until the building generator activates.

The communications center is responsible for all incoming routine and emergency telephone calls and emergency 911 call taking as well as dispatching for police, fire and EMS. The UPS provides safeguards for, and power to, essential telephone, computer and radio equipment vital to the dispatch center.

The current UPS was subjected to an annual battery and component inspection on 11/3/04 with unit replacement being recommended at that time. On 11/5/04 the unit experienced a failure resulting in the loss of all telephone, radio and computer communications for approximately 30 minutes and nearly resulting in a fire. A major system component required replacement with the repair technician providing a second recommendation that the unit be replaced as soon as possible.

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

<u>From:</u>			<u>To:</u>		
<u>Acct. No.</u>	<u>Account</u>	<u>Amount</u>	<u>Acct. No.</u>	<u>Account</u>	<u>Amount</u>
	Traffic Light- Capital				
	HTRR & West				
30332234 94909	(remaining bal.)	15,100	30332324-906003	Replacement of UPS	18,000
10302233 81001	Patrol Salary	2,900			
	TOTAL	\$18,000		TOTAL	\$18,000

Mr. Crary reported that this was in the capital budget this year. He explained that the current power system unit was approximately 15 years old and if it goes down they would lose telephone and cable in the building.

**** MR. HARREL MOVED TO APPROVE THE FOLLOWING TRANSFER OF APPROPRIATIONS FOR REFERRAL TO THE BOARD OF FINANCE: FROM TRAFFIC LIGHT-HTRR & WEST, CAPITAL ACCT. NO. 30332234 904909, IN THE AMOUNT OF \$15,100 TO ACCT. NO. 3032324-906004, REPLACEMENT OF UPS, IN THE AMOUNT OF \$18,000.**

**** DR. MICELI SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

2. Planning and Zoning Department

Transfer from Regulatory Counsel to Office Supplies. This will provide for sufficient funds available to pay for office supplies for the remainder of the fiscal year. Some of these funds are going towards necessary materials for preparing returns of record for cases in litigation. The cost of preparing the return of record in-house, rather than having the Town Attorney prepare it, is a very, very substantial cost savings to the community. The office supply account is also used to purchase GIS supplies, such as ink cartridges, and plotter paper. The account is also used for laser printer cartridges and fax machine cartridges, and for essential file cabinets to store files, which State Statutes require us to keep.

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

<u>From:</u>			<u>To:</u>		
<u>Acct. No.</u>	<u>Account</u>	<u>Amount</u>	<u>Acct. No.</u>	<u>Account</u>	<u>Amount</u>
	Regulatory				
10105381-82007	Counsel	\$790	10201011-83001	Office Supplies	\$790
	TOTAL	\$790		TOTAL	\$790

**** MR. HARREL MOVED TO APPROVE THE FOLLOWING TRANSFER OF APPROPRIATIONS FOR REFERRAL TO THE BOARD OF FINANCE: FROM REGULATORY COUNSEL, ACCT. NO. 10105381-82007, IN THE AMOUNT OF \$790 TO ACCT. NO. 10201011-83001, OFFICE SUPPLIES, IN THE AMOUNT OF \$790.**

**** MS. SANTARELLA SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

3. Energy Conservation

As a part of an energy audit of Town facilities and in conjunction with CL&P we have applied for 75% funding from a program that CL&P sponsors to reduce the energy usage. We have identified three projects (Town Hall Gym, Public Works Garage and the Senior Center) where upgrades in fixtures and other changes will reduce our electric usage by over \$10,000 per year. The cost of making these changes is \$66,914. With a grant of \$50,184 (75%) from CL&P the effective Town cost is \$16,727. The Town will recoup its investment in 1.65 years.

<u>Total Cost</u>	<u>Annual Electric CL&P Cost</u>	<u>Town Cost</u>	<u>Years to Payback Savings</u>	<u>of Town's Contribution</u>
\$66,914	\$50,184	\$16,727	\$10,156	1.65 years

Earlier this year the Town obtained a reimbursement from CL&P for an overpayment on streetlights of \$77,263. It is recommended that a portion of this refund be used to pay for the Town's share of the energy conservation measures above.

RESOLVED:

That the following transfer is approved for referral to the Board of Finance:

<u>Increase:</u>			<u>To:</u>		
<u>Acct. No.</u>	<u>Account</u>	<u>Amount</u>	<u>Acct. No.</u>	<u>Account</u>	<u>Amount</u>
10101001-48059	Misc.Revenue	\$16,727	30111014-905416	Energy Upgrades	\$16,727
	TOTAL	\$16,727		TOTAL	\$16,727

Mr. Harrel asked if the CL&P money was in-house. Mr. Crary replied that it was.

- ** MR. HARREL MOVED TO APPROVE THE FOLLOWING TRANSFER FOR REFERREL TO THE BOARD OF FINANCE: MISCELLANOUS REVENUE, ACCT. NO. 10101001-48059, IN THE AMOUNT OF \$16,727 TO ACCT. NO. 30111014-95416, ENERGY UPGRADES IN THE AMOUNT OF \$16,727.**
- ** DR. MICELI SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

PUBLIC COMMENT

Michael Juliano, of the News Review, asked if the Downtown Committee had a set number of members and Ms. Klein replied that it did. He also requested a copy of the shorter version of Rail Station Governance Study Phase II.

Karen Amour, of the RTM, asked why the Senior Center was included in the project to upgrade the fixtures from the CL&P funding. Mr. Crary replied that the Building Inspector informed him that the building could be retrofitted and the physical structure could be renovated.

APPROVAL OF PREVIOUS MINUTES

a) Special Meeting of December 13, 2004

- ** DR. MICELI MOVED TO APPROVE THE MINUTES OF THE SPECIAL MEETING OF DECEMBER 13, 2004.**
- ** MS. SANTARELLA SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

b) Special Executive Session Meeting of December 30, 2004

- ** MR. HARREL MOVED TO APPROVE THE MINUTES OF THE SPECIAL EXECUTIVE SESSION MEETING OF DECEMBER 30, 2004.**
- ** DR. MICELI SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

c) Regular Meeting of January 3, 2005

The following change was made to the Minutes:

Page 3: First sentence: Ms. Klein said that presently the Ox Ridge Hunt Club is not available for purchase.

Page 3: First Paragraph: Last sentence: change rush to rushed.

- ** DR. MICELI MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 3, 2005 AS AMENDED.**
- ** MS. SANTARELLA SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

d) Special Meeting of January 18, 2005

- ** DR. MICELI MOVED TO APPROVE THE MINUTES OF THE SPECIAL MEETING OF JANUARY 18, 2005.**
- ** MS. SANTARELLA SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

e) Regular Meeting of January 18, 2005

- ** MS. SANTARELLA MOVED TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 18, 2005.**
- ** DR. MICELI SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

FORTHCOMING MEETINGS

February 8, 2005 Board of Education Regular meeting at 7:30 p.m.
February 8, 2005 Planning & Zoning General meeting at 8:00 p.m.
February 15, 2005 Board of Finance Regular meeting at 7:45 p.m.
February 16, 2005 Parks and Recreation Regular meeting at 7:30 p.m.
February 22, 2005 Board of Education Regular meeting at 7:30 p.m.
February 22, 2005 Board of Selectmen Regular meeting at 7:30 p.m.
February 22, 2005 Planning and Zoning Public Hearing at 8:00 p.,.

OTHER BUSINESS

(Two-thirds vote needed to add to the agenda)

EXECUTIVE SESSION

Discussion on personnel matters and pending litigation.

- ** MR. HARREL MOVED TO ADJOURN THE MEETING.**
- ** DR. MICELLI SECONDED.**
- ** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 7:10 p.m.

Respectfully Submitted,

Donna DeVito
Telesco Secretarial Services

**Board of Selectmen
Regular Meeting**